

Serial Number	Section #, Subsection# or Attachment Ref	Page #	Questions	MDH Responses
	Section 3.3.2	Page 23 of 136	Section 3.3.2 Bullet A refers to one-time pricing that can be billed in the month following the acceptance of work. The Attachment B that is provided as part of this RFP does not have any space on the form to add any one-time pricing items. Please clarify that for this RFP there are no items that are considered as one time pricing tasks.	MDH has confirmed that for this particular RFP there would not be a scenario in which a one-time pricing would be warranted (SB)
1	Section 3 - 3.7.2	Page 27 of 136	Section 3.7.2 Bullet A states that a criminal background check shall be completed prior to each Contractor Personnel providing any services under the Contract OR within four (4) months of Contract award. Please confirm that this requirement is also applicable to the MBE and VSBE subcontract staff as well.	Yes, if employees working on the contract are required to have background checks, that should extend to subcontractors.
3	Section 3.6	Page 26 of 136	The RFP states that the Contractor shall require any subcontractors to obtain and maintain comparable levels of coverage and shall provide the Contract Monitor with the same documentation as is required of the Contractor. Please clarify what comparable levels mean for the VSBE contractor with a goal for 1% and the MBE for 15%.	This is standard language and the vendor will need to determine this.
5	Attachment D-1A-MBE Utilization & Fair Solicitation	NA	Aqurate Health Data Management, Inc., bidding as a prime contractor, is a certified MBE in the State of Maryland. Aqurate will be sub-contracting with another Maryland certified MBE to meet the RFP requirements. Can you please confirm whether we	A general walkthrough of these forms was provided at the pre-proposal conference which should give enough information to complete the forms.

			completed the embedded Attachment D-1A-MBE Utilization & Fair Solicitation correctly? We sincerely appreciate your help in this regard.	
	Section 2.44, 5.3.F.3, 5.3.F.4	Page 16 of 136, Page 60 of 136, and Page 61 of 136	<p>The RFP mentions an <u>Integrated Project schedule created in Microsoft Project</u> demonstrating tasks, task estimates, resource assignments, and dependencies for both Agency and Contractor Personnel, with tasks no less than 8 hours and no greater than 80 hours under section 2.4.4. The RFP mentions a <u>Work Plan</u> in section 5.3.F.3 that shall include the specific methodology, techniques, and number of staff, if applicable, to be used by the Offeror in providing the required goods and services. The RFP mentions an <u>Implementation Schedule</u> that the Offeror shall provide with the proposal in section 5.3.F.4.</p> <p>Please confirm whether the department is requesting three different styles of work plans/project schedules or whether the request is for one comprehensive work plan that can contain all the items requested.</p>	MDH is okay with there being one comprehensive work plan that will contain all of the items requested (SB).
	Attachment D-1A-MBE Utilization & Fair Solicitation	NA	<p>Aqurate Health Data Management, Inc., bidding as a prime contractor, is a certified MBE in the State of Maryland. Aqurate will be sub-contracting with another Maryland certified MBE to meet the RFP requirements. Can you please confirm whether we completed the embedded Attachment D-1A-MBE Utilization & Fair Solicitation correctly? We sincerely appreciate your help in this regard.</p> <p> Attachment D-1A-MBE Utilization</p>	<p>MDH can't tell them how to fill out the documents. The walkthrough that I'll provide at the pre-proposal conference should give the vendors enough information to complete the forms (JR).</p> <p>If there needs to be follow-up/confirmation for this question, who does this fall on?</p>

	Contractor Requirements: Scope of Work	Responsibilities and Tasks	<p>Section 2.3.5 refers to the scope of activities attributed to the onsite audit. Beginning with HEDIS Measurement Year (MY) 2020, NCQA modified its audit protocols to allow auditors the options to conduct audit reviews virtually or onsite.</p> <p>Does the Department require that audit reviews be conducted onsite, or will virtual audits be an acceptable format for the duration of the contract?</p>	MDH is currently permitting them for existing audit activities.
	Contractor Requirements: Scope of Work	Responsibilities and Tasks	Please confirm that Sections 2.3.7.G. and 2.3.7.H. are duplicates, and if so, which section should be responded to?	Disregard 2.3.7 H and Respond to 2.3.7 G(SB)
	Contractor Requirements: Scope of Work	Responsibilities and Tasks	<p>Section 2.3.8.G notes that the Contractor shall provide data extracts for the Department's use.</p> <p>Do the data extracts referenced in this section refer to IDSS files collected as part of the audit, a to-be-defined results file, or both?</p>	Both(SB).
	Contractor Requirements: Scope of Work	Deliverables	The first Deliverable listed on the Deliverables Summary Table in Section 2.4.4, Integrated Project Schedule, does not reference an ID number. What is the ID number associated with this deliverable?	3.1A(SB)
	Contractor Requirements: Scope of Work	Deliverables	<p>Within the Deliverables Summary Table, the RFP implies that the "Integrated Project Schedule" due at NTP + 5 business days and weekly thereafter, should be prepared using Microsoft (MS) Project.</p> <p>Please confirm if the Contractor is required to use MS Project, or if an alternative platform can be used (e.g., SharePoint, Excel, etc.).</p>	The Integrated Project Schedule can be executed in any platform that MDH has access to (SB).

		<p>Existing Reporting lists specific reports that are required for this work. Is this the complete list of reports that MDH requires? Currently MDH also receives the following reports:</p> <ol style="list-style-type: none"> a. National HEDIS Means and Maryland Average Reported Rate Report (Displays individual MCO HEDIS measure performance against the National HEDIS mean and the Maryland average reported rate). b. Means Report (Includes the weighted means for the reported HEDIS measure). c. MDH CSV Report with VBP Means (Consolidates all data elements for each of the nine MCOs' reported HEDIS data into one file and provides the weighted means for each of the MDH designated values-based purchasing measures in this report). d. MDH Childhood Immunization Report (Includes aggregate and individual MCO results for the most current reporting year). e. MACPro Workbook (Provides aggregated MCO denominators, numerators, and rates for the CMS Core Set measures). 	<p>MDH listed the major reports that are typically requested from the vendor. MDH does request ADHOC reporting in order to fulfill any public request and fulfill other public health areas that rely on said data (SB).</p>
		<p>Please confirm that email-only submissions are acceptable.</p>	<p>Proposals should only be submitted via email to Jessica.Fields1@maryland.gov</p>

		<p>Please provide additional information regarding the Letter of Authorization in 5.3.P.4. Is this specific to hardware or software proposed and furnished by a third-party entity, or is there some other Letter of Authorization required?</p>	<p>This is standard contract language so one Letter of Authorization will suffice.</p>
		<p>Section 3.6.E. Worker's Compensation section requires \$1,000,000 per occurrence. Our primary worker's compensation coverage is lower, however our umbrella policy would meet/exceed the \$1,000,000. Section 3.6.A. Commercial General Liability states that minimum limits required may be satisfied through any combination of primary and umbrella/excess liability policies. Can this same combination of primary and umbrella/excess be applied to the worker's compensation requirement?</p> <p>Section 2.2.2. Existing Reporting lists specific reports that are required for this work. Is this the complete list of reports that MDH requires? Currently MDH also receives the following reports:</p> <ul style="list-style-type: none"> a. National HEDIS Means and Maryland Average Reported Rate Report (Displays individual MCO HEDIS measure performance against the National HEDIS mean and the Maryland average reported rate). b. Means Report (Includes the weighted means for the reported HEDIS measure). c. MDH CSV Report with VBP Means (Consolidates all data elements for each of 	<p>MDH listed the major reports that are typically requested from the vendor. MDH does request ADHOC reporting in order to fulfill any public request and fulfill other public health areas that rely on said data (SB).</p>

			<p>the nine MCOs' reported HEDIS data into one file and provides the weighted means for each of the MDH designated values-based purchasing measures in this report).</p> <p>d. MDH Childhood Immunization Report (Includes aggregate and individual MCO results for the most current reporting year).</p> <p>e. MACPro Workbook (Provides aggregated MCO denominators, numerators, and rates for the CMS Core Set measures).</p>	
			<p>Section 3.6.6 states that any subcontractors obtain and maintain comparable levels of coverage. Would a subcontractor that does works on the project, yet hosts no data, be required to carry \$10,000,000 in Cyber Security insurance as required of the Contractor in 3.6.D.?</p>	<p>The amount is standard language however it can be adjusted.</p>
			<p>They Key Information Summary sheet lists a VSBE Subcontracting Goal of 0%, and Table 1: RFP Attachments and Appendices (page 71) lists "N" under the "Applies?" column for Attachment E. Then on page 81, Attachment E states that the solicitation includes a VSBE participation goal of 1%. First, is there any VSBE participation goal? And even if not, is Attachment E required to be submitted?</p>	<p>This solicitation has a 0% VSBE goal</p>

		<p>Table 1 on pages 71 through 74 includes a column titled, "Applies?" Can you please confirm that any Attachment with, "N" in this column is not required to be submitted with the response? For example, Attachment G, Federal Funds Attachments lists "N."</p>	<p>Confirmed, any column with a N is not required for this solicitation.</p>
		<p>Page 73 lists "Y" for Attachment I – Non-Disclosure Agreement, however page 87 states that, "This solicitation does not require a Non-Disclosure Agreement." Is the Non-Disclosure Agreement required?</p>	<p>The Non-Disclosure is required as stated on page 73.</p>
		<p>Do VSBEs need to be registered or go through a validation process with the State prior to starting work on a contract in order to obtain VSBE usage credit towards the contract requirements?</p>	<p>VSBEs need to be registered with the federal or MD Veteran Affairs before submission of the bid.</p>
		<p>Please confirm there is no page limit for the Technical Proposal.</p>	<p>The technical proposal has no page limit.</p>
		<p>According to section 5.3.2.F.1, "The Offeror shall address each RFP requirement (RFP Section 2 and Section 3) in its Technical Proposal." This paragraph also states, "If the State is seeking Offeror agreement to any requirement(s), the Offeror shall state its agreement or disagreement." however the RFP does not specify which sections/requirements the state is seeking agreement on.</p>	<p>The agreements proposed would be sufficient for the proposal but as there are no specific clauses to agree upon, this is not mandatory.</p>

		<p>Please clarify which subsections under sections 2 and 3 of the RFP a statement of agreement only would be appropriate. For example, would a statement of agreement be appropriate for the following sections: 2.1 Summary Statement; 2.2, Background and Purpose, 2.3.3.A. MCO NCQA Accreditation; 2.3.12 Required Project Policies, Guidelines and Methodologies, 2.3.13 Product Requirements; 2.4.1 Deliverable Submission; 2.4.2 Deliverable Acceptance; 3.2.5 Return and Maintenance of State Data; 3.3 Invoicing; 3.4 Liquidation of Damages; 3.5.3 Data Ownership and Access; 3.6 Insurance Requirements; 3.7 Security Requirements (3.7.2.C, 3.7.2.E.,3.7.4.a., 3.7.6.D., 3.7.7.B., 3.7.8, 3.7.9); 3.8.4 Rights of the Contract Monitor or the State; 3.11.2 Definitions; 3.11.3. Contractor Personnel General Substitution Provisions; 3.11.4 Replacement Circumstances; 3.11.5 Substitution Prior to and Within 30 Days After Contract Execution; 3.12 MBE Reports, 3.13 VSBE Reports, and 3.15 Additional Clauses.</p> <p>Are there other sections that the State would consider a statement of agreement only to be an appropriate response?</p>	
		<p>Section G.3 requests "letters of intended commitment to work on the project, including letters from any proposed subcontractors".</p>	<p>The letter of intended commitment should be for key personnel and the subcontractors.</p>

			Is a letter of intended commitment only required for key personnel and subcontractors, or should a letter be included for all employees of the Offeror supporting the task?	
			Section 5.3.J "List of Current or Prior State Contracts", requests that the Offeror "Provide a list of all contracts with any entity of the State of Maryland...". Please confirm that only contracts with Maryland are to be included in this section, and not contracts with other states.	Only contracts with Maryland are required to be provided.
			Section 5.3.J "List of Current or Prior State Contracts", requests that the Offeror "Provide a list of all contracts with any entity of the State of Maryland...". Should contracts held by the subcontractor be included in this section?	A list of subcontractor contracts is not required.
			For the forms required to be included in the proposal, is the Offeror permitted to place its proposal header and/or footer on the documents or should the forms be completed and submitted as is?	There is no required way to submit the forms, offerors should use their own discretion.
			If there are no lobbying activities, does form G-2 on page G-5 of Attachment G need to be completed? Specifically, is Box 4 to be completed with the Bidder's info, and the rest of the boxes use N/A, with a signature for Box 16?	The forms are only to be completed if there are lobbying activities pursuant to 31 U.S.C. 1352.
			Please confirm that Sections 2.3.7.G. and 2.3.7.H. are duplicates and a response is not required for both sections.	Disregard 2.3.7 H and Respond to 2.3.7 G(SB)
			Section 5.3.2.F.3 states, "The Work Plan shall include the specific methodology, techniques, and number of	Yes

		<p>staff, if applicable, to be used by the Offeror in providing the required goods and services as outlined in RFP Section 2, Contractor Requirements: Scope of Work.” Since the specific methodology, techniques, and number of staff will be discussed thoroughly in the narrative, is it acceptable that the Work Plan take on a more traditional layout and consist of Task/Sub-Task Description, Start Date, and End Date?</p>	
		<p>Section 5.3.2.F.4 states, “Offeror shall provide the proposed implementation scheduled with its proposal.” The schedule for this work is driven by NCQA’s guidelines. Please confirm the scope of services to be included in the implementation schedule since the audit schedule is defined by NCQA.</p>	<p>The offeror should use the NCQA implementation schedule or refer to it to respond to the RFP.</p>
		<p>Section 5.3.2.F.5 requires the Offeror to submit a draft PEP. In addition to providing a draft PEP, does the Department require an explanation of work to be performed in developing a draft PEP under this section? Or would a Statement of Agreement directing the Department to the draft PEP attachment be sufficient for this section, given the detailed response provided under section 3.8, Problem Escalation Procedure?</p>	<p>The latter would be sufficient.</p>